

INDIANA LIBRARY AND HISTORICAL BOARD

June 1, 2007

Indiana State Library

Board Room - 401

I. CALL TO ORDER AND INTRODUCTIONS

The business meeting of the Indiana Library and Historical Board was called to order by Dr. Thomas Hamm at 10am. Board members present were, Mr. Jeff Krull, Mrs. Carol McKey, and Mr. Robert Barcus. Also present were, Roberta Brooker, Interim Director of the Indiana State Library and Pamela J. Bennett, Director of the Indiana Historical Bureau. Mrs. Pat Steele was unable to attend.

Others present were:

Jim Corridan, Director/State Archivist ICPR & Interim Associate Director State Library

Debbi Barnhart, State Library

Ron Rose, State Library

Jake Speer, State Library

Drew Griffis, State Library

Diane Sharp, State Library (Search Committee)

Jeff Sullivan (Search Committee)

Sally Otte, (Search Committee)

Beth Booth-Poor, INCOLSA EC President

Patricia Lunsford, INCOLSA EC

Michael Piper, Executive Director, INCOLSA

Becki Whitaker, INCOLSA

Margaret Mohundro, INCOLSA

Collette Mak, INCOLSA

Carol Graham, State library

6-1-07 Dr. Hamm opened the special session as required by statute for the recommendation vote of
Search the Search Committee. Dr. Hamm asked for someone to offer a motion for consideration. Mr.
Committee Barcus stated that on behalf of the Search Committee he moved that Roberta Brooker be
employed as the Director of the Indiana State Library. Mrs. Otte seconded:

**THAT ON BEHALF OF THE SEARCH COMMITTEE, ROBERTA BROOKER BE
EMPLOYED AS DIRECTOR OF THE INDIANA STATE LIBRARY.**

Motion passed.

6-2-07 The minutes of the April 13, 2007 meeting were presented for approval. Mr. Barcus moved
Minutes and Mrs. McKey seconded:

**THAT THE MINUTES OF THE APRIL 13, 2007 MEETING BE APPROVED AS
PRESENTED.**

Motion passed.

II. LIBRARY AND HISTORICAL BOARD BUSINESS

6-3-07 Dr. Hamm presented for consideration the recommendation of the Search Committee for the
State Indiana State Librarian position. The Search Committee had a final vote in public session at
Librarian 9:45am. Mr. Barcus reported that the recommendation was for the Indiana State Library to

employ Roberta Brooker as the State Librarian for Indiana. Mr. Barcus moved and Mrs. McKey seconded:

TO ACCEPT THE RECOMMENDATION OF THE SEARCH COMMITTEE TO EMPLOY ROBERTA BROOKER AS STATE LIBRARIAN FOR INDIANA .

Motion passed.

6-4-07
Library &
Historical
Building

Ron Rose reported that the installation of the booths for the Blind and Physically Handicapped Library has been completed. They are waiting for the equipment to be shipped from Oklahoma before they can start recording.

In March a staff member fell over the expansion joint on the first floor. It is a very poor design and Public Works has started a project to repair the expansion joints. On Tuesday Public Works and the vendor, Glenn Roy Construction, sent a quote of \$22,800 for the replacement of all the expansion joints. It is up to Public Works to come up with the money.

The Department of Administration has changed the rules for the parking garages and for the surface parking lots. Some of the changes will take effect June 11, severely limiting who can use the garages. It appears that there will be no public parking in the garages. Part of the problem is that they are doing some repairs on the garages and part of the problem is Homeland Security. Ron is trying to get clarification on who can park in the garages.

6-4-07
Board
Secretary

Dr. Hamm stated that with the departure of Sally Otte from the Board they needed a secretary. He asked if anyone felt a particular leading to assume that important and dignified position. Mr. Krull stated that he thought Pat Steele would like the position. Mr. Krull moved and Mr. Barcus seconded:

THAT PAT STEELE BE NAMED SECRETARY FOR THE INDIANA LIBRARY AND HISTORICAL BOARD.

Motion passed.

III. HISTORICAL BUREAU BUSINESS

The Director's report is made a part of these minutes.

6-6-07
Financial
Report

Miss Bennett presented the financial reports for approval. Mrs. McKey moved and Mr. Krull seconded:

TO ACCEPT THE FINANCIAL REPORTS AS PRESENTED.

Motion passed.

6-7-07
Human
Resources
Report

Miss. Bennett presented the Human Resources Report for approval. Mr. Barcus moved and Mr. Krull seconded:

TO APPROVE THE HUMAN RESOURCE REPORT AS PRESENTED.

Motion passed.

6-8-07
Marker
Program

Miss Bennett presented for consideration the 06/07 revision of the Historical Marker Program Guidelines dated 5/31/07 with the provision that minor corrections may be made that do not affect policy concerns without further Board approval. The Guidelines are effective upon approval. The application procedures consist of:

- 1) Application procedures
- 2) The Approval Process
- 3) Step 1: Procedures for initial review of Application
- 4) Step 2: Procedures for Applications approved to move forward
- 5) Requirements for ordering an approved marker

Mr. Krull moved and Mr. Barcus seconded:

TO APPROVE THE 06/07 REVISION OF THE HISTORICAL MARKER PROGRAM GUIDELINES DATED 5/31/07 WITH THE PROVISION THAT MINOR CORRECTIONS MAY BE MADE THAT DO NOT AFFECT POLICY CONCERNS WITHOUT FURTHER BOARD APPROVAL. THE GUIDELINES ARE EFFECTIVE UPON APPROVAL
Motion passed.

IV. INDIANA STATE LIBRARY BUSINESS

6-9-07
Personnel
Report

Ms. Brooker presented the personnel report for approval. Mrs. McKey moved and Mr. Barcus seconded:

TO APPROVE THE PERSONNEL REPORT AS PRESENTED.
Motion passed.

6-10-07
Financial
Report

Mr. Corridan presented the financial report for approval. Mr. Barcus moved and Mr. Krull seconded:

TO APPROVE THE FINANCIAL REPORT AS PRESENTED.
Motion passed.

6-11-07
Director's
Report

Ms. Brooker reported that the Vision Expo went very well. There were over 600 people in attendance. The Vision Expo has been such a success that it may have to be moved to the State Conference Center to be able to have more space.

Letters About Literature was another great event for the library. Letters About Literature is a Center for the Book program from the Library of Congress. In the past only the first, second and third place winners in each age category were invited to a reception to receive their award. This year all the semi-finalist was invited to attend the reception. Over 200 people attended. Ms. Brooker stated that she would like to see the library do more Center for the Book programs because this program reaches a segment of Indiana that normally does not use the State Library and most likely never heard of the State Library and now they are very much aware of the State Library in a positive way.

Ms. Brooker reported that she had received an audit report on the Catalog Division from SIRSI Dynix that is going to help Catalog understand what they can do, such as cross training, do statistics electronically instead of by hand, and see that there is no need to type catalog cards. SIRSI will go live sometime at the end of August.

Ms. Brooker reported that she had attended the INCOLSA Statewide Members Meeting on April 25. She was asked several questions concerning the changes taking place from the library's perspective. After the meeting she reported that she had received several e-mails and phone calls thanking her for being there and for answering their questions and that they felt more positive about the changes.

Ms. Brooker attended the SWON Southwest Ohio Network Meeting in Ohio. There are new state librarians in Ohio and Kentucky and they were also at the meeting. They asked Ms. Brooker to talk about the Indiana State Library, about who the Indiana State Library is, what do we do, and where are we going. She feels that this is a great opportunity to work with other mid-west libraries.

Mr. Barcus on behalf of the Board proposed a motion to express the Board's gratitude to Debbi Barnhart for her work as CFO for the State Library in as much as this is her last Board meeting before her retirement. Mr. Krull seconded:

TO EXPRESS THE BOARD'S GRATITUDE TO DEBBI BARNHART FOR HER WORK AS CFO FOR THE STATE LIBRARY IN AS MUCH AS THIS IS HER LAST BOARD MEETING BEFORE HER RETIREMENT.

Motion passed.

Mr. Barcus on behalf of the Board proposed a motion to thank Jeff Sullivan for his fine work and his leadership, guidance and diligent effort in assisting the Search Committee with the handling of resumes and back ground work, and providing insight needed to accomplish the task of filling the State Librarian's position for the Indiana State Library. Mrs. McKey seconded:

THE INDIANA LIBRARY AND HISTORICAL BOARD PROPOSED A MOTION TO THANK JEFF SULLIVAN FOR HIS FINE WORK AND HIS LEADERSHIP, GUIDANCE, AND DILIGENT EFFORT IN ASSISTING THE SEARCH COMMITTEE TO ACCOMPLISH THE TASK OF FILLING THE STATE LIBRARIAN'S POSITION FOR THE INDIANA STATE LIBRARY.

Motion passed.

6-12-07
Outreach &
Access
Services

Mr. Corridan gave a report from the legislative session. What did get passed:

- 1) The Budget
 - a) In the budget beyond what had been anticipated, the House and Senate agreed to provide funding of \$40,000 for Newline which is a program for the visually impaired.
 - b) The Build Indiana Fund increased from \$1.24 million to \$1.50 million the amount of money allocated for the INSPIRE databases.
- 2) Bill was passed related to the Geographic Information Services for GIS dealing with the Indiana map and the repository for access for the state digital map is the State Data Center in the State Library.
- 3) A law was passed allowing public libraries to advertise for their services; took out the oversight for INCOLSA; County contractual library districts of which there are four in the state can now bond.

Mr. Corridan discussed the transition of services as we move to the State Library providing or sending out RFP's for services. The library is in the final stages of negotiations for the delivery service. He is hopeful that an announcement can go out early next week to the libraries of Indiana about how the services will be delivered and the cost structure for those services.

INSPIRE Databases – The State Library has worked out an arrangement with the academic libraries of Indiana, the ALI organization to provide Academic Search Premiere to all citizens of Indiana.

The State Library has reached a resolution to if not final documents with INCOLSA on the operation of the INSPIRE databases through December 31, 2007.

Interlibrary Loan – Agreement with INCOLSA for the same time frame of December 31, 2007.

The Indiana Shared Catalog has been given a grant of about \$55,000 for the regular grant cycle which is March 31, 2008.

The state has purchased a license with Web Junction for the next two years.

6-13-07 Jake Speer presented for approval the names of those requesting certification. Mrs. McKey
Certification moved and Mr. Barcus seconded:

**TO APPROVE THE NAMES PRESENTED REQUESTING CERTIFICATION.
Motion passed.**

6-14-07 Jake Speer presented for approval the LSTA Five-Year Plan for 2008-2012 for submission to
LSTA 5 the Institute of Museum and Library Services (IMLS). The Indiana State Library must submit
Year Plan a five-year plan to IMLS before June 30, 2007 to be eligible to receive Library Services and
Technology Act (LSTA) funds. The plan meets the requirements of IMLS for the LSTA
program that State Libraries Agencies which receive LSTA funds have a Five-Year Plan that
describe the library's mission, the needs of the libraries in the state, and the state's plan to use
LSTA funds to meet those needs. Mr. Barcus moved and Mr. Krull seconded:

**TO APPROVE THE LSTA FIVE-YEAR PLAN FOR 2008-2012 FOR SUBMISSION
TO THE INSTITUTE OF MUSEUM AND LIBRARY SERVICES (IMLS) BY JUNE 30,
2007 TO BE ELIGIBLE TO RECEIVE LSTA FUNDS.
Motion passed.**

The meeting adjourned at 11:25am.